

OS REGISTRY
CML-1E

CML-7-1-5
5 MAR 1985

MEMORANDUM FOR: Chairman, DCI Security Committee

FROM:

SECOM Member

SUBJECT: Estimates of Time Spent on SECOM Matters By
Members in 1984

1. This memorandum responds to referenced request for information concerning subject.

2. It is estimated that as a SECOM member, I devote approximately five hours per week to SECOM matters, a pattern which prevailed through 1984.

3. The Policy and Plans Group of the Office of Security provides staff support in SECOM matters. It is estimated that, in 1984, one policy officer devoted about 8 working days per month to SECOM activities and required 2 full days per month of secretarial support for those activities.

OS/P&M/PPG (5 Mar 85)

Rewritten: OS/P&M/PPG 6 Mar 85)

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Intelligence Community. He invited SECOM members to attend the 26 November social event to meet some of the 63 expected attendees. [redacted] complimented [redacted] for his energy, initiative and vision in organizing the seminar [redacted]

[redacted] noted that the SECOM Staff was heavily involved in supporting the subcommittees and distributed a chart depicting the primary tasks of the staff. [redacted] said personnel from Community agencies also contributed significant amounts of time to such support. Discussion resulted in a consensus that SECOM should determine how much effort is expended in supporting subcommittee work.

ACTION: SECOM Subcommittee chairmen shall task their members to document on a best estimate basis the amount of time they and their members spent in 1984 preparing for, attending and following up on subcommittee meetings and taskings. This shall include estimates of how much time was spent by others in each member's department or agency in supporting his/her involvement in subcommittee work (e.g., secretarial time, time spent by other professionals in providing consultative services). Subcommittee chairmen shall compile estimates of the time they spent in 1984 on subcommittee work. SECOM members are requested to compile best estimates of the time they spent in 1984 supporting subcommittee work. ~~The requested data should be provided in writing to the Executive Secretary by 21 December 1984.~~ [redacted]

Subcommittee Chairmen have been separately tasked.

[redacted] advised that the IR&DC report assigns SECOM a number of tasks. He said the annual survey of Community R&D requirements will be scheduled soon, and noted that IR&DC report recommendations should be used as a basis for planning. [redacted] complimented [redacted] of CIA/ORD for an excellent briefing on the IR&DC report presented to OSD. He stated that Mr. DeLauer, Under Secretary of Defense Research and Engineering and Chairman of the IR&DC, was supportive of the report's findings and recommendations and willing to do what is needed to support action on them. [redacted]

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CONFIDENTIAL**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)Estimates of Time Spent on SECOM
Matters By Members in 1984**FROM:**Policy Branch
Policy and Plans Group**EXTENSION****NO.****DATE**

5 March 1985

TO: (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S
INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/Policy Branch

3/5/85

JR

Attached is the response to SECOM regarding subject.

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